

San Bernardino Associated Governments	<b>Policy</b>	<b>34101</b>
Adopted by the Board of Directors November 25, 1991	Revised	New 11/25/91
<b>Street Purpose Definitions &amp; Guidelines</b>	Revision No.	0
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## I. GENERAL DEFINITIONS

The following information was derived from the "Manual of Uniform Highway Accounting and Financial Management Procedures" developed by the American Association of State Highway Officials.

The subsequent definitions presented are those pertinent for the proper accounting of street and road costs. Although some consolidations have been made and certain wording modified, they are essentially those presented in the manual.

There is general acceptance of a clear distinction between the terms new construction, maintenance, and overhead. In a broad sense, construction is the creation of a facility on a new location, while maintenance is the task of preserving a facility in proper condition as practicable and as possible in relation to its original constructed condition. Overhead consists of those costs related to a given product or service, but that which cannot be readily discerned. The following classifications are provided to define explicitly the categories of expenditures and to provide examples for guidance.

**Construction.** The building or rebuilding of streets, roads, bridges, and acquisition of rights-of-way or their component parts to a degree that improved traffic service is provided and geometric or structural improvements are effected including allocated administration and engineering necessarily incurred and directly related to the above.

### Construction Categories and Examples

Construction work includes the following three categories:

**New location.** A construction which substantially deviates from the existing alignment and provides for an entirely new street or roadbed for the greater parts of its length.

**General Reconstruction.** A construction involving realignment or the use of standards well above those of the existing element, whereby the type or the geometric and structural features are significantly changed.

**Betterments.** Minor construction which enhances traffic operation or increases the value or life of the facility or its components.

The following types of work are examples of street and road construction:

1. Removal of old street and roadbeds and structures, and detour costs when connected with a construction project.
2. Change of alignment, profile, and cross-section.

3. Addition of a frontage street or road.
4. Original surfacing of shoulders.
5. Installation of original traffic signs and markers on routes.
6. Earthwork protective structures within or adjacent to the right-of-way area.
7. Complete reconstruction or addition to a culvert.
8. Reconstruction of an existing bridge or installation of a new bridge.
9. Widening of a bridge.
10. Installations or extensions of curb, gutter, sidewalks or underdrain.
11. Extensions and new installation of walls.
12. Reconstruction of an intersection and its approximate approaches to a substantially higher type involving a change in its character and layout including changes from a plain intersection to a major channelized intersection or to grade separation and ramps.
13. Placing sufficient new material on soil surface, gravel street or road to substantially improve the quality of the original surface.
14. Improvement of a surface to a higher type.
15. Bituminous material of 1" or more placed on bituminous or concrete material. A lesser thickness may be considered construction provided the engineer shall certify that the resulting pavement is structurally adequate to serve anticipated traffic.
16. Remix existing bituminous surfacing with added materials to provide a total thickness of 1" or more. A lesser thickness may be considered construction provided the engineer shall certify that the resulting pavement is structurally adequate to serve anticipated traffic.
17. Stabilization of street or road base by additive, such as cement, lime or asphaltic material.
18. Widening of existing street, roadbed or pavement, with or without resurfacing.
19. Addition of auxiliary lanes such as speed change, storage, or climbing lanes.
20. Resurfacing, stabilizing or widening of shoulders including necessary connections to side streets or road approaches.
21. Installation or addition to landscape treatment such as sod, shrubs, trees, irrigation, etc.
22. Extending old culverts and drains and replacing headwalls.
23. Replacement of bridge rails and floors to a higher standard.
24. Replacement of retaining walls to a higher standard.
25. Replacement of all major signs or traffic control devices on a street or road.
26. The installation of a new sign or the replacement of an old sign with one of superior design such as increased size, illumination, or overhead installations.
27. Installation or improvement of traffic signal controls at intersections and protective devices at railroad grade crossings.
28. Installation or expansion of street or road lighting system.
29. Replacement in kind, when legally required, of structures which are required to be relocated for street and road purposes.
30. Construction of bikeways when they are an integral part of the Public Streets and Highways System.
31. Extension or new installation of guardrails, fences, raised medians or barriers for traffic safety.
32. Painting or rearrangement of pavement striping and markings, or repainting to a higher standard.
33. Construction of pedestrian underpasses or overhead crossing for the general public use.

34. Purchase and installation of traffic signal control equipment including traffic actuated equipment, radio or other remote control devices and related computers and that portion of preemption equipment not mounted on motor vehicles.

**Maintenance.** The preservation and upkeep of a street or road to its constructed condition, and the operation of a street or road facility and its integral services to provide safe, convenient, and economical highway transportation.

**Maintenance Categories and Examples**

**Physical Maintenance** - The preservation and upkeep of a highway, including all of its elements, in as nearly as practicable its original condition or its subsequently improved condition, including development of a pavement management program.

**Traffic Services** - The operation of a highway facility and services incidental thereto, to provide safe, convenient and economical travel.

The following are examples:

1. Scarifying, reshaping and restoring material losses.
2. Applying dust palliatives.
3. Patching, repairing, surface treating, and joint filling on bituminous or concrete surfaces.
4. Jacking concrete pavements.
5. Repair of traveled way and shoulders.
6. Bituminous material of less than 1" added to bituminous material including seal coats.
7. Remix existing bituminous surfacing with added materials to provide a total thickness of less than 1". (See exception under [Construction, example 16.](#))
8. Patching operations including base restoration.
9. Resealing street or road shoulders and side street and road approaches.
10. Reseeding and resodding shoulders and approaches.
11. Reshaping of drainage channels and side slopes.
12. Restoration of erosion controls.
13. Cleaning culverts and drains.
14. Removing slides and restoring facilities damaged by slides. (Additional new facilities shall be considered construction.)
15. Mowing, tree trimming and watering.
16. Replacing top soil, sod, shrubs, trees, irrigation facilities, etc. on street and roadside.
17. Repairing curb, gutter, rip-rap, underdrain, culverts and drains.
18. Cleaning, painting and repairing bridges and structures.
19. All snow control operations such as the erection of snow fences and the actual removal of snow and ice from the traveled way.
20. Repainting of pavements, striping and marking to the same standards.
21. Repainting and repairing of signs, guardrails, traffic signals, lighting standards, etc.
22. Servicing lighting systems and street or road traffic control devices.
23. Furnishing of power for street and road lighting and traffic control devices.
24. Developing and maintaining programs which enhance management of transportation facilities such as travel demand models and pavement management programs.

**Overhead.** Those elements of cost necessary in the production of an article or performance of a service which are of such a nature that the amount applicable to the functions are not readily discernible. Usually they relate to those objects of expenditure which do not become an integral part of the finished product or service.

**Overhead Categories and Examples.** Examples of overhead components are shown below and are comprised of costs which cannot be identified or charged to a project, unless an arbitrary allocation basis is used.

Payroll	Department Accounts/Finance	Personnel
Facilities	Procurement	Data Processing
Advertising	Top Management	Legal Costs
General Government	General Accounting/Finance	

Overhead will only be allowed via an approved cost allocation plan or an equitable and auditable distribution of overhead among all departments.

## **II. INELIGIBLE EXPENDITURES**

Although many types of work may be classified as "construction," this does not make them automatically eligible for expenditures of Measure I funds. To be eligible, the work must be for **street and road purposes**.

Following is a list of the types of expenditures which are **not** eligible for financing with Measure I funds:

1. Costs of rearranging non-highway facilities, including utility relocation, when not a legal road or street obligation.
2. New (first installation of) utilities, including water mains, sanitary sewers and other non-street facilities.
3. Costs of leasing property or right-of-way, except when required for construction work purposes on a temporary basis.
4. The costs of constructing or improving a street or area for parking purposes, except for the width normally required for parking adjacent to the traveled way and within the right-of-way, or when off-street parking facilities are constructed in lieu of widening a street to improve the flow of traffic.
5. Decorative lighting.
6. Park features such as benches, playground equipment, and rest rooms.
7. Work outside the right-of-way which is not a specific right-of-way obligation.
8. Equestrian under and overpasses or other similar structures for any other special interest group unless as a part of a right-of-way obligation.
9. Construction, installation or maintenance of cattle guards.
10. Acquisition of buses or other mass transit vehicles or maintenance and operating costs for mass transit power systems or passenger facilities, other than to specifically serve elderly and handicapped persons.
11. Maintenance or construction on alleys which have not been formally designated as part of the a city or county street and road system.
12. Non-street related salaries and benefits.
13. Driveways outside of the street and road right-of-way.
14. Electronic speed control devices or other non-highway related safety expenditures.

### III. REVISION HISTORY

Revision No.	Revisions	Adopted
0	Adopted.	11/25/91